

AQO

MEMORANDUM FOR RECORD

SUBJECT: AQO Staff Meeting Minutes, Feb 25, 97

BRIEFINGS TO OUTSIDE ACTIVITIES. Anytime AQO personnel plan to brief any group outside of DCMC, their briefing must be approved in advance by Ms. Pettibone or Mr. Schmitt. Please allow sufficient time for their review in advance of the briefing.

PROPERTY MGMT, CONTRACT CLOSEOUT & TERMINATIONS TEAM (AQOE).

- o AQOE will publish a privatization policy letter which emphasizes the public/private competition rules and gives Command policy regarding participation on competition sensitive and source selection sensitive panels and individual discussions with customers. Anyone receiving requests for information or support from government activities, particularly Air Force Air Logistics Centers (ALCs), should contact COL Frank Davis, 767-3413, before proceeding.

WORKFORCE STRATEGY TEAM (AQOJ).

- o All Acquisition Reform instructional materials (hard copy) have been distributed to the Districts. The videos were experiencing a short delay in getting to the field offices. As of 25 Feb 1997, videos will be shipped on or about 7 Mar 97. We forecast all will be delivered in sufficient time for the 17 Mar 97 Acquisition Reform Day activities.

- o HQ DCMC is planning for a visit by Dr. Kaminski, Under Secretary of Defense (Acquisition & Technology) (USD(A&T)), on Acquisition Reform Day, 17 Mar 97. His visit will serve as the DLA kickoff for Acquisition Reform Day. Mr. Longuemare, Principal Deputy USD(A&T), will also visit HQ DLA on 19 Mar 97 as part of this year's Acquisition Reform campaign.

- o HQ Team's review of draft One Book chapter comments are due AQOJ not later than 28 Feb.

- o During the Feb MMR, AQOJ reported the HQ DCMC Defense Acquisition University (DAU) quota usage at the 30 percent level. A review of the causes for this low usage rate was directed. Ms. Pettibone reiterated that all quotas must be used. AQBE has been requested to brief AQO Team Chiefs at a 6 Mar 97 meeting on the HQ DCMC quota management process.

- o AQOJ announced the FY 97 training budgets had been finalized and teams were responsible for executing their team projects. Ms. Pettibone and Mr. Foreman visited the DLA Civilian Personnel Support Office (DCPSO) on 19 Feb 97 and reached an accord that DCPSO will use an "earned value" performance model to report monthly project or program status. DCPSO was informed that all future DCMC projects will be competed with commercial sources. Each team will be responsible for managing their team's projects.

CONTRACT PAYMENT & BUSINESS PRACTICES TEAM (AQOC).

- o DCMC is initiating a one year pilot program at four CAOs to test the use of government purchase cards as a method of contract payment. This effort is being undertaken in response to a request by the DoD Comptroller to test the use of more commercial-like methods for reimbursing our defense contractors, and to promote wider use of the government purchase card. The program will use purchase cards issued under a GSA contract with Rocky Mountain BankCard System, and will initially be tested on source-acceptance contracts. The test sites have been identified as DCMCs Baltimore-Manassas, Bell Helicopter, New York, and Stratford. The benefits and costs of the concept will be measured periodically to determine if it is feasible for wider application in the future.

PRODUCT DESIGN, CONTROL & DEVELOPMENT TEAM (AQOF).

- o Mike Ferraro is at Wright-Patterson AFB for a train-the-trainer session on the Performance Based Business Environment (PBBE) documents. He is also on a Joint Group on Systems Engineering (JGSE) working group that will help promulgate this PBBE to the non-aviation business sectors.
- o DCMC/Defense Contract Audit Agency (DCAA)/Aerospace Industries Association (AIA)/National Security Industrial Association (NSIA) Crosstalk Meeting is on 26 Feb, 1300-1600 in Room 2423. Kevin Holt is the POC. The agenda has been distributed.
- o The Systems Engineering Steering Group (SESG) is on Friday, 28 Feb, at the Pentagon. Mr. Thurber and Col Harper will attend.
- o The Defense Manufacturing Council (DMC) is on Monday, 3 Mar. Ms. Pettibone and Col Harper will attend.

CONTRACTOR CAPABILITY & PROPOSAL ANALYSIS TEAM (AQOD).

- o March 17-21, 1997 has been designated as Acquisition Reform Week. The theme for the week is "Sustaining the Momentum." In keeping with the emphasis on teaming as a catalyst, DCMC HQ will host several "round table" discussions on Wednesday, March 19 on various topics of interest (e.g., Single Process Initiative (SPI), Overhead Rate Settlements/Contract Closeout, Mergers and Acquisitions, etc.). Representatives from the Services and selected Industry Associations, Defense Agencies, and DLA HQ and DLA Administrative Support Center components have been invited to participate. The Honorable R. Noel Longuemare, Principal Deputy Under Secretary of Defense (Acquisition & Technology), is interested in visiting us sometime that day. During the next couple of weeks, HQ employees will be given an opportunity to indicate which of the various workshops they plan to attend.

APPROVED:

JILL E. PETTIBONE
Executive Director
Contract Management Policy